

BRIMFIELD TOWNSHIP ZONING COMMISSION

**BRIMFIELD TOWNSHIP ZONING COMMISSION**

**PUBLIC MEETING**

**MINUTES of January 11, 2018 at 7:00 PM**

Brimfield Town Hall Community Room – 1333 Tallmadge Road, Brimfield, Ohio 44240

**Present:** Chairman Ron Jones V.P. William Kremer Debbie Darlas  
Thomas Johnson

**Alternates:** Pat Blair

**Absent:** Tom Sargent Seth Hahlen

**Staff Present:** Wendi O’Neal, Zoning Inspector

The Zoning Commission is called to order by, at 7:00 PM on **Thursday, January 11, 2018** at the Brimfield Township Town Hall.

Roll call:

<b>Darlas:</b> Here	<b>Johnson:</b> Here	<b>Jones:</b> Here	<b>Kremer:</b> Here
<b>Sargent:</b> Absent	<b>Blair:</b> Here		<b>Hahlen:</b> Absent

**Election of Officers:**

*First Call for nominations for Chairman:*

**William Kremer** nominates and motions that **Ron Jones** remain as chairman, seconded by **Debbie Darlas**.

*Second Call for nominations for Chairman:*

NONE; being none, no need for third call.

Passes unanimously.

Chairman for the calendar year 2018 will be **Ron Jones**.

*First Call for nominations for Vice Chairman:*

**Ron Jones** nominates **William Kremer** for Vice Chairman, seconded by **Thomas Johnson**.

*Second Call for nominations for Vice Chairman:*

NONE; being none, no need for third call.

Passes unanimously.

Vice Chairman for the calendar year 2018 will be **William Kremer**.

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**The Zoning Commission sets the meetings for the second Thursday of each month at 7:00 PM at the Township Town Hall, 1333 Tallmadge Rd. Kent, Ohio 44240.**

**MOTION #2018-03**

**William Kremer** makes a motion to accept the agenda as presented and was seconded by **Debbie Darlas**. The motion passed unanimously.

**MOTION #2018-04**

A motion was made by **William Kramer** to approve the November 16, 2017 meeting minutes. **Debbie Darlas** seconded his motion. The motion passed unanimously.

**OLD BUSINESS:**

- **WORK SESSION:**
  - **Section 700.17 – Signage I-76**

The members discussed the addition of language to clarify the permitted locations of signage along I-76.

**MOTION #2018-05**

A motion was made by **Ron Jones** to add letter “E” and forward the change to Regional Planning. **Thomas Johnson** seconded his motion. The motion passed unanimously.

- **Section 700.13.C.2 – Monument Signs**
- **Section 700.13.C.5 – Directional Signs**

Monument and directional signage were discussed together. Mrs. O’Neal proposed minor changes to the table under Section 700.13 regarding the number of monument and directional signs permitted per lot.

**MOTION #2018-06**

A motion was made by **Thomas Johnson** to accept the proposed changes to the table in Section 700.13. **William Kremer** seconded his motion. The motion passed unanimously.

- **Section 510.07 – Driveways**

The proposed changes to driveway requirements were to add a maximum apron width of twenty feet, a maximum width of eighteen feet at the right of way, and a ten-foot minimum length of pavement from the edge of the roadway. The board members were in favor of adding these requirements to the code.

**MOTION #2018-06**

A motion was made by **William Kremer** to accept the proposed changes to Section 510.07 - Driveways. **Thomas Johnson** seconded his motion. The motion passed unanimously.

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○ **Section 510.08.A – Private Drive Width**

The current standard width for private drives is 22 feet, however, the Township needs to make sure there is adequate space for Township vehicles, especially the aerial tower, to access the entire area surrounding large buildings and apartment complexes. The Fire Department would prefer a minimum requirement of 25 feet for private drives to safely access all properties.

**MOTION #2018-07**

A motion was made by **Thomas Johnson** to accept the proposed changes to Section 510.08.A – Private Drive Width. **Pat Blair** seconded his motion. The motion passed unanimously.

○ **Section 600.04.1 – Residential Parking**

Mrs. O’Neal explained this change is for safety and vehicle damage prevention in subdivisions where cars take up the entire driveway length. The Service Department has narrowly missed hitting vehicle bumpers that are hanging into the roadway with their snowplows.

**MOTION #2018-08**

A motion was made by **William Kremer** to accept the proposed changes to Section 600.04.1 – Residential Parking. **Thomas Johnson** seconded his motion. The motion passed unanimously.

○ **Section 600.04.2.e – Parking Lot Location**

Mrs. O’Neal stated the current code language requires parking to be located on the side and rear of buildings. However, many existing buildings with less-intense uses have been granted variances for parking in the front of the building. She felt the intent of the code was to require parking on the side and rear of buildings in the light and heavy industrial districts only and wanted to add language to clarify that. The Board members were all in agreement on the matter.

**MOTION #2018-09**

A motion was made by **William Kremer** to clarify the text for parking lot locations. **Debbie Darlas** seconded his motion. The motion passed unanimously.

○ **Section 410.10.B.56.L.6 – PRD Accessory Building Setbacks**

The members discussed several situations that have brought these proposed changes to light. Mrs. O’Neal asked them to think about the situations and amendments and to prepare for further discussion in the future.

**NEW BUSINESS:**

Board of Trustees renewed a five-year term for Ron Jones. Seth Hahlen and Pat Blair were renewed for the 2018 calendar year.

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**SET NEXT MEETING:**

**Thursday, February 8, 2018** at 7:00 pm is the next regular scheduled meeting at the  
Brimfield Township Town Hall.

**MOTION #2018-10**

A motion was made by **William Kremer** to adjourn the meeting, seconded by **Thomas Johnson**. The motion passed unanimously.

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Chairman Ron Jones

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Vice Chair William Kremer

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Debbie Darlas

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Thomas Johnson

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Tom Sargent

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Zoning Inspector Michael Hlad

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Alternate Patrick Blair

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Alternate Seth Hahlen